

AGENDA

**FOR A REGULAR MEETING OF THE CIVIL SERVICE COMMISSION TO BE HELD AT
6:00 P.M., THURSDAY EVENING, MAY 12, 2016, CITY COUNCIL CHAMBERS
300 NORTH CAMPBELL – 1ST FLOOR**

All matters listed under the Consent Agenda below will be considered by the Commission to be routine and will be enacted by one motion in the form listed below. There will be no separate discussion of these items unless members of the Commission or persons in the audience request specific items be removed from the Consent agenda to the Regular Agenda for discussion prior to the time the Commission votes on the motion to adopt the Consent Agenda.

CONSENT AGENDA

1. Approval of Minutes:
April 14, 2016 Civil Service Commission Meeting
2. Notation: Assignment of Hearing Officer to the Following Appeal
Minerva Cutter – Public Health – Suspension – Robert Blumenfeld

REGULAR AGENDA

3. Presentation regarding the roles of the Office of the City Attorney and the Members of the Civil Service Commission. (Sylvia Borunda Firth, City Attorney)
- 3 A Presentation regarding enhanced Employee benefits and process improvements.
- 3 B. Presentation by Human Resources Staff on City's Recruitment Process.
4. Discussion and Action on the Appointment of New Civil Service Commission Secretary. (Per Commissioner Williams)
5. Discussion and Action on Civil Service Commission's Referral Process and Jurisdiction over classified staff appeals, complaints, and grievances. (Per Commissioner Williams)
6. Discussion an Action to modify the procedure for Appeals, Complaints, and Grievances that have been denied or delayed by the Human Resources Director. (Per Commissioner Williams)
7. Discussion and Action on Approval of Hearing Officer's Report and Recommendation:
Victor S. Garcia-Parks & Recreation Department-Suspension

8. Discussion and Action on Appeal of Disqualification to take Examination and/or Removal of Name from Eligible List in accordance with C.S.C. Rule 5.1.(a) and City's Application Policy:
- A. Erick Saucedo – Airport Assistant Operations Officer (TABLED FROM 4/14/16 MEETING)
 - B. Rafael Muro – Truck Driver
 - C. Gloria Rios – Administrative Analyst

EXECUTIVE SESSION

The Civil Service Commission may retire into Executive Session pursuant to Civil Service Commission Rule 1, Section 11(a) and the Texas Government Code, Section 551, Subchapter D to discuss any of the following: (The items listed below are matters of the sort routinely discussed in Executive Session, but the Commission may move to Executive Session any of the items on this agenda, consistent with the terms of the Open Meetings Act.). The Commission will return to open session to take any final action.

Section 551.071 CONSULTATION WITH ATTORNEY

Section 551.074 PERSONNEL MATTERS

Please note that you will need to have Acrobat Reader to open PDF documents. If you do not have Acrobat Reader you may download the free program from the following address: <http://www.adobe.com/products/acrobat/readerstep2.html>. Sign language interpreters will be provided for this meeting upon request. Requests must be made to Human Resources at a minimum of 24 hours prior to the date and time of the meeting. Copies of this agenda will be provided in Braille, large print or audio upon request. Request must be made a minimum of 48 hours prior to the date and time of the meeting.

Posted this 9th day of May, 2016 at 4:20 p.m.


Mary L. Volguin Civil Service Recorder

CITY CLERK DEPT.
2016 MAY -9 PM 4:20